

MINUTES OF THE
December 17, 2009 Meeting of the
Easton Planning & Zoning Commission

Members Present: John Atwood, Chairman, and members Dan Swann, Tom Moore, Steve Periconi, and Linda Cheezum.

Members Absent: None.

Staff Present: Zach Smith, Current Planner, Lynn Thomas, Long Range Planner, Tom Hamilton, Town Planner, Stacie Rice, Planning Secretary and Sharon VanEmburch, Town Attorney.

Mr. Atwood called the meeting of the Planning & Zoning Commission to order at 1:00 p.m. The first order of business was the approval of the minutes of the Commission's November 19, 2009 meeting. Upon motion of Mr. Swann, seconded by Mr. Moore the Commission voted 5-0 to approve the November minutes.

The first item of business was **586 Cynwood Drive (Talbot Hospice Foundation)** requesting sketch site plan review for an 8,531 square foot addition to the Talbot Hospice Foundation. Tim Glass of Lane Engineering and Lauren Dianich of Atelier 11 were present at the meeting. Mr. Glass stated that the Hospice Foundation owns and operates a 6,700 + square foot facility located at 586 Cynwood Drive. The facility contains the offices for this organization as well as some space dedicated to provide on-site Hospice services. They wish to expand the facility by approximately 8,500 square feed in order to accommodate certain growth within the local Hospice program. Ms. Dianich showed the Commission a 3-D model of the proposed project and stated that the architecture would be consistent with that of the existing building. Upon motion of Mrs. Cheezum, seconded by Mr. Moore, the Commission voted 5-0 to approve the site plan and forward a favorable recommendation to the Town Council.

The next application was **Lot 59, Carlton Business Park** requesting sketch site plan review for a 6,000 square foot office/warehouse building. Bill Stagg of Lane Engineering and J.L. Gannon, owner was present at the meeting. Mr. Stagg explained they propose to construct a 6,000 square foot building (1,000 square foot office and 5,000 square foot warehouse. The site is currently undeveloped and will be used as Gannon Refrigeration, Inc. Mr. Stagg stated that a majority of the site is covered by non-tidal wetlands. Proposed architecture will be a one story industrial building with a low sloped roof. The siding and roofing material will be metal. The office portion of the space will have windows, glass storefront system and an entrance canopy. The warehouse portion of the building will have several roll up doors as well as additional entry doors. Upon motion of Mr. Moore, seconded by Mr. Periconi, the Commission voted 5-0 to approve the site plan conditioned on trees being planted along the rear of the property and construction of a sidewalk along the street frontage.

The next item discussed was **615 Dover Road**. Mr. Schwaninger, owner explained he would like to revise the existing lot lines of two lots (Parcels 485 & 984) both fronting on Dover Road into two new lots. One fronts on Dover Road and the other fronts on Oswald Alley. One of the existing lots is improved with two (2) single family dwellings and the other is vacant. Mr. Schwaninger explained that the new configuration will create a lot for each house. Access to the lot fronting on Dover Road is to be across an easement provided across the lot fronting Oswald Alley to avoid the need for a curb break onto Dover Road. Upon motion of Mr. Moore, seconded by Mr. Swann, the Commission voted 5-0 to approve the plan as submitted.

5 The next item was from staff concerning the **Draft Storm Water Management**
6 **Ordinance**. Jerry Friedel and Bob Kane of Davis, Bowen & Friedel were present at the
7 meeting and made a presentation to the Commission. Mr. Friedel explained that the
8 Ordinance must be in effect by May 2010 and a draft has been submitted to MDE. Mr.
9 Friedel explained that the Commission should consider how the ordinance will impact the
10 current zoning code, how will the ordinance impact the plan review process, and how are
11 existing projects impacted. Mr. Kane presented to the Commission a thorough
12 presentation regarding the draft ordinance which included information of the Concept
13 Phase, the Site Development Phase and the Final Design and Approval Phase. The
14 Commission thanked them for the information, but no action was taken.
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16 The next item was from Sharon VanEmburch, Town Attorney concerning **Adult**
17 **Oriented Businesses**. Mrs. VanEmburch briefly discussed with the Commission the
18 proposed Ordinance. Upon motion of Mr. Periconi, seconded by Mrs. Cheezum, the
19 Commission voted 5-0 to forward a favorable recommendation to the Town Council on
20 Ordinance No. as presented by the Town Attorney.
21

22 The next item was from staff concerning the **2010 Zoning Ordinance**
23 **Amendments**. Mr. Thomas explained that last month he presented the Commission with
24 a list of proposed amendments to the Town's Zoning Ordinance and due to the
25 Commission's attendance decided to develop each item on the list further to at least
26 facilitate a discussion of each item. The Commission discussed the list of proposed
27 Zoning Ordinance Amendments and gave Mr. Thomas the feedback he needed to
28 proceed, up to those amendments that Mr. Smith had suggested. The Commission felt
29 this was a logical breaking point to pick the discussion back up at the January meeting,
30 after which Mr. Thomas will take the complete list and develop them into proposed
31 amended Ordinance language for review and action at the February. The staff indicated
32 that this would work as none of the proposed amendments needed to be acted upon
33 urgently.
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35 There being no further business the meeting was adjourned at 3:55 p.m. by
36 motion of Mr. Periconi, seconded by Mr. Cheezum.
37

38 Respectfully submitted,
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41 Stacie S. Rice
42 Planning Secretary
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